

# EQUAL OPPORTUNITY/CONSIDERATION OF OTHERS

Proponent For Inspection: Equal Opportunity Office

Unit Inspected: \_\_\_\_\_

Unit Representative: \_\_\_\_\_

Inspector's Name: \_\_\_\_\_

Unit Overall Rating:    T    P    U

Point of Contact: \_\_\_\_\_

Date of Inspection: \_\_\_\_\_

Unit Phone No.: \_\_\_\_\_

Inspector's Phone No.: \_\_\_\_\_

REFERENCES:    a. AR 600-20, 13 May 02                      b. AR 210-50, 12 Nov 99                      c. AR 690-12, 13 May 02

                         d. Joint AR 190-24, 30 Jun 93                      e. TC 26-6, no date                      f. DA Pam 350-20, 1 Jun 94

                         g. DA Pam 600-26, 1 Feb 99                      h. TRADOC Reg 600-11, 1 Oct 99

                         i. FLW Reg 350-6, 17 Jul 02                      j. FLW EOP, 12 Nov 99                      k. BDE specific EOP SOP, current

STANDARDS: "T"= 90% success rate of evaluated tasks with no failed critical tasks. "P"= 70% success rate of evaluated tasks with no failed critical tasks. "U"= less than 70% success rate of evaluated tasks or one failed critical task.

INSPECTION CRITERIA:	LEVEL	GO	NO GO	REMARKS
<b>Commanders Responsibilities:</b>				
1. <b>CRITICAL:</b> Has the commander developed and implemented an EO Program (AR 600-20, Para 6-2g(1))?	ALL			
2. <b>CRITICAL:</b> Has the commander established procedures to monitor and assess EO activities within the command, agency, or activity (AR 600-20, Para 6-2g(9))?	ALL			
3. <b>CRITICAL:</b> Does the commander review data and statistics that support the Quarterly/Annual Narrative Statistical Reports (AR 600-20, Para 6-15)?	BDE			
4. <b>CRITICAL:</b> Does the commander report all EO training on QTB/YTB (AR 600-20, Para 6-2g(17))?	ALL			
5. <b>CRITICAL:</b> Has the commander developed and implemented an Equal Opportunity Plan (AR 600-20, Para 6-13a)?	BDE			
6. <b>CRITICAL:</b> Are formal complaints complete (AR 600-20, app. E.)?	BDE			
7. <b>CRITICAL:</b> Have all assigned personnel attended Installation POSH training (CG Policy Letter #5-02)?	ALL			
8. <b>CRITICAL:</b> Does the unit have a course trained Equal Opportunity Representative (AR 600-20, Para 6-2i.)?	BN, CO			
9. <b>CRITICAL:</b> Has the commander conducted a Unit Climate Assessment (AR 600-20 Para 6-2g(12)) within 90 days of taking command and annually thereafter?	CO			
10. <b>CRITICAL:</b> Is there an Information Board accessible to unit members consisting of: (AR 600-20)	BN, CO			
a. Policy Letters (Installation to Unit) Updated with current Commander?	BN, CO			
b. EOA POC Updated with current Commander?	BN, CO			
c. Unit EOR POC Updated with current Commander?	BN, CO			
d. Off-Limits Areas (Joint AR 190-24)?	BN, CO			
e. Complaint Process Matrix?	BN, CO			
<b>Regulations and Documents:</b>				
1. Are all the regulations and documents listed under REFERENCES on hand?	ALL			
<b>Policy Letters:</b>				
1. Are the following policy letters on hand?				
a. <b>CRITICAL:</b> Equal Opportunity Policy Letter (600-20, Para 6-2g(11)).	ALL			
b. <b>CRITICAL:</b> Equal Opportunity Complaint Procedures (includes reprisal prevention) (600-20, Para 6-2g(11)).	ALL			

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